

ENFIELD, CONNECTICUT

*A Great Place to
Live . . .*



Work . . .



and Play!

ANNUAL REPORT
2002-2003

A Message from the Mayor

November 23, 2003

Fellow Enfield Residents,

As your Mayor in the upcoming year, I can tell you that both opportunities and challenges abound. I look forward to working with the Town Council, Board of Education and you, the citizens of Enfield, to find ways to continue the services we have come to expect even while State revenue has been reduced. Our challenge is to look creatively for ways to offset those losses without shifting burden from those broad-based taxes to the local property tax.

Among the initiatives I hope to move forward are finding ways to upgrade Athletic facilities throughout the Town and to continue with our successful road reconstruction programs. We must work ever harder to avoid the future damage of eliminating the long term investments our community needs in an effort to cut costs today.

I am proud to be a part of this dynamic and exciting community and, with your support, we will ensure that Enfield continues to be a great hometown.

Sincerely,



Patrick L. Tallarita

Council Profiles



**Patrick L.
Tallarita
Mayor**

A lifelong resident, he is serving his second term on the Council. The father of three, he is active in numerous civic and social groups in Town such as the Fourth of July Committee, Save the Strand Committee and the Thompsonville Little League. He enjoys golf, skiing and baseball. He is employed by the State of Connecticut as Director of Facilities.



**Lewis S. Fiore,
District #4
Deputy Mayor**

A lifelong resident, he is serving his third term on the Council. The father of two, he was active in many youth sport activities. He has served on many Town Committees such as the Zoning Board of Appeals and the Area 25 Cable TV Commission. He enjoys collecting books and coaching youth sports. He works for a major insurance company as a Technical Database Analyst/Manager.



Brian H. Peruta,
District 1

A resident of Enfield for 16 years, he is serving his first term on the Council. Married and a father

of two sons, he is active in many school and civic activities. In his spare time, Brian attends Asnuntuck Community College and enjoys mountain biking, road cycling and computers. He works as an Internet Services Manager and Project Manager.



William J. Edgar, Jr.,
District 2

A lifelong resident, he is serving his fourth term on the Council. He is the father of seven chil-

dren, sixteen grandchildren and four great-grandchildren. He was a member of the Enfield Police Department for 39 years and is now retired. He enjoys gardening and playing cards and is a member of numerous veterans' organizations.



Scott R. Kaupin,
District 3

A lifelong resident, he is serving his sixth term on the Council. He participates in many civic and Town committees such as the Fourth of

July Town Celebration Committee, the Greater Hartford Jaycees, and served as Chairman of the 2002 Canon GHO. He received his BA in Political Science from the University of New Hampshire and his MA in International Relations from Syracuse University. He works as a Logistics Manager for Retail Brand Alliance, Inc.



Patrick Joseph Crowley,
Councilman at Large

A lifelong resident, he is serving his first term on the Council. A father of seven chil-

dren, he serves on the Enfield Democratic Town Committee and held the office of Constable for six years. He enjoys sports, especially coaching children. He works for the State of Connecticut as a Judicial Marshal.



Frank P. Dodd, Sr.,
Councilman at Large

A resident of Enfield for 25 years, he is a father of four children and eight grand-

children. This is his fourth term on the Council. He has served on many civic and Town committees such as the Fourth of July Town Celebration Committee. He is involved in many parish and parochial school projects. He works for a residential company in property management operations.



Alice Egan,
Councilman at Large

A resident of Enfield for 32 years. She is serving her sixth term on the Council. She is the mother of three children and

two grandchildren. She has served on many civic and Town committees and is a former CCD religious education instructor. She graduated from the Hartford Hospital School of Radiography and Asnuntuck Community College. She is employed as a Radiographic Technologist.



Cynthia Mangini,
Councilman at Large

A resident for more than 35 years, she is serving her fourth consecutive term on the Council. A mother of

three, she serves on numerous town committees. She volunteers for the Fourth of July Town Celebration Committee as well as for the Enfield Food Shelf. She is also a CCD second grade religious education teacher. She is employed by one of the major insurance companies as a claims adjuster.



John A. Reveruzzi,
Councilman at Large

A lifelong resident, he is serving his fifth term on the Council. He is a former Mayor and Deputy Mayor.

He is the father of two daughters. He is active in the Mount Carmel Society. He is a former member of the Enfield Zoning Board of Appeals and a former member of the Enfield Plan of Development and Conservation Committee.



John T. Tait,
Councilman at Large

A lifelong resident, he is serving his third term on the Council. He is the father of two grown children.

He is a graduate of Enfield High School and the University of Hartford. He is a veteran of the United States Air Force, and is retired after 28 years with SNET. He has been active in church, veterans' organizations and the community.

PROGRAM INFORMATION AND DATA

The Town Council serving as the governing body and legislative branch of Enfield's Town Government develops policy to meet the needs of the community in the form of ordinances and resolutions, which provide direction to the Town Manager, various departments, and all supportive staff. The Council also adopts the Town's Annual Operating and Capital Budget.

DEPARTMENT GOALS

The Town Council's goals and objectives include providing all citizens a safe environment to live and work in; developing and supporting programs and services to meet community needs; and ensuring that all fiscal resources are managed efficiently and effectively.

A Message from the Town Manager

Dear Citizens of Enfield:

What an incredible year two thousand three has been for Enfield in terms of completing major public improvements in our community. Gymnasium, library and classroom additions opened in eight of our nine elementary schools addressing many outstanding space and programming needs identified by the Board of Education. The middle school opened its new library, media center and administrative offices and, this last spring, the Town of Enfield opened its new Senior Center on Elm Street. This project, too, was first envisioned many years ago and is now teeming with activity. On High Street, the new Family Resource Center, half of which is paid for by federal grants, has been completed and is open for before and after school programming for the Alcorn School District. The dredging and rehabilitation project for the historic Thompsonville pond, delayed by heavy rains this summer, is well along to completion. Funding for the Town's five year road program, Road2000, is coming to an end with the completion of miles of roads and sidewalks in Section 10, Section 12 and the substantial completion of Section 15. The Town has completed a new survey of road conditions for all Town streets which will be reviewed by the Town Council in the upcoming months to determine how we might proceed with more of this successful road reconstruction program.

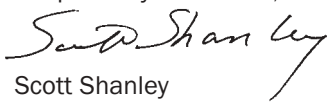
On the operations side, our public library has seen a 38% increase in circulation over the last three years and its children's programming has been so successful that we must turn away young people due to lack of physical space. The library's summer reading program, this last summer, was award winning. The Town Clerk's office has been the end recipient of the "refinancing boom" with record setting numbers of land record recordings (over 12,000) in this last year. The Town's Adult Day Care facility became accredited for the first time and is at full capacity. Also in spite of significant financial constraints this year, the Recreation Division was able to maintain the swimming programs and finish improvements at the Lamagna Center.

The Town of Enfield's financial health, as we hopefully exit this latest recession is good. Our per-capita property tax is in the lowest third statewide and our debt burden is less than three percent of our annual budget. We continue to find success with economic development initiatives to help the tax base.

The difficult budget the last two years has been a great challenge, as will be the upcoming year's. Connecticut's unusual dependence on the property tax puts local services and improvements in jeopardy due to the high burden statewide.

On behalf of all Town of Enfield employees, I look forward to serving you in the upcoming year and will continue to find ways to improve services without increasing costs.

Respectfully submitted,



Scott Shanley
Town Manager Administration

Town Manager Administration



Scott Shanley,
Town Manager

Scott is married and has four children. He has been the Town Manager since January 1996. Prior to that he was City Manager in Waterville Maine for five years. He served as Assistant Town Manager and Acting Town Manager in Groton, Connecticut from 1987-1991 and Assistant County

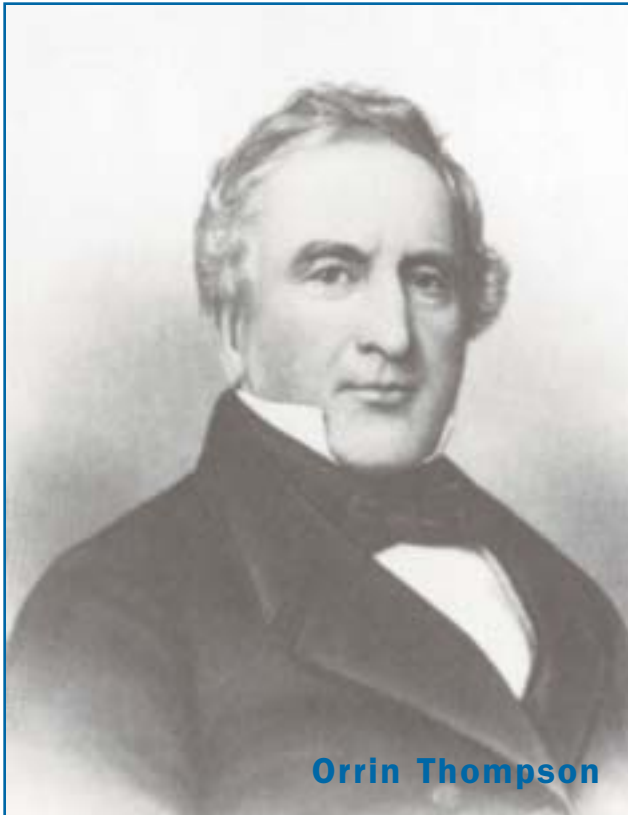
Administrator in Jackson County Oregon from 1984-1987. He has a Bachelor's Degree from Indiana University, Bloomington and a Master's Degree in Public Administration from the University of Maine at Orono. He is a native of Glastonbury, Connecticut.



Daniel Vindigni,
Assistant Town Manager

Dan has served as Assistant Town Manager of Enfield since February 1991. Previously he was Assistant Village Manager of Mount Kisco, NY for 3 years. Dan attended the State University of New York in Albany where he earned a BA in Geography ('81) and a Master's of Public Administration ('87). From 1981 to 1985 he served as a Lieutenant in the United States Marine Corps. Dan has been a member of the North Thompsonville Fire Department since 1993. He is married with two sons.

History of Enfield



The Town of Enfield is easily located, as its northern boundary is the State of Massachusetts and on the west is the Connecticut River.

Probably, the first European to view the Enfield area was Adrian Block, a Dutch explorer, who sailed up the Connecticut River in 1614. Later, the region was traversed by the settlers of Windsor, Hartford and Springfield, and in 1674, John Pynchon of Springfield erected a sawmill on Freshwater Brook. Five years afterward, John and Robert Pease of Salem, Massachusetts, visited the country and returned home with encouraging reports concerning the possibilities of the land. The first homesteaders arrived in 1680, and by 1683, some thirty families from Salem, Springfield, Northampton, Ipswich and Saco (Maine) had settled here.

The first Enfield Town Meeting was held in 1689, and the new selectmen were chosen by voters, although the Springfield Committee apparently continued to oversee certain Town affairs until 1693. A Town meeting in 1715 appointed a committee "to make a trial to be joined to

Connecticut where we are and where we properly belong". This effort did not succeed for many years. In 1747, Enfield, Suffield, Woodstock, and Somers (which had been incorporated as a separate parish and town in 1734) jointly petitioned the Massachusetts and Connecticut legislatures that the four towns be set off from Massachusetts and be made part of Connecticut. Failing in this attempt, Enfield, Suffield, Somers, and Woodstock seceded from Massachusetts in 1749. Strictly legal or not, in that year Enfield held its first election under Connecticut law.

From its beginnings, the Town had been both a farming and a manufacturing community. Pynchon's sawmill was followed by others. In 1702, the turpentine industry was sufficiently developed to require regulation by the authorities. One hundred years later, there was an "iron works" in the eastern part of the Town, and ploughs were manufactured here until 1860. Grist mills, filling mills, tanneries, a gin distillery and other small industries flourished. Freight transport on the Connecticut River, first over the rapids in flat boats, and later through the Enfield Canal, gave employment to many. For years, the largest employers were the Thompsonville Carpet Mills, established in 1828 by Orrin Thompson and the Gun Powder Works in Powder Hollow on the Scantic River, started in 1833 and was taken over in 1837 by Col. Augustus G. Hazard who was also the namesake for the village of Hazardville.

Colonel Hazard's mansion was located on Enfield Street, across from the entrance to the current Enfield High School. Hazard and his wife entertained many important persons in this home, including businessmen such as Samuel Colt and politicians such as Secretary of War Jefferson Davis (who later became President of the Confederate States of America). For many years the mansion was operated as the Enfield Inn. It was destroyed by fire while undergoing renovations in January 1969.

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Map of Enfield



SEATED LEFT TO RIGHT: Dorothy Allen, Social Services Director; Maria Stavropoulos, Senior Assistant Town Attorney; Scott Shanley, Town Manager; Daniel Vindigni, Assistant Town Manager; Suzanne Olechnicki, Town Clerk; Charlene Bond, Information Technology Director; Standing Left to Right: Henry Dutcher, Library Director; Gregory Simmons, Finance Director; John Kazmarski, Public Works Director; Jose Giner, Planning Director; Raymond Warren, Economic and Community Development Director.

SOCIAL SERVICES

ADMINISTRATION

PROGRAM INFORMATION AND DATA

The Social Services Administrative staff is responsible for the operation of eight divisions, with almost 100 full and part-time staff. We place great emphasis on communication and on cooperative efforts among division staff and are thus able to provide better service to the families in our community. We take great pride in the high level of professional service provided by each staff in each division.

DEPARTMENT GOALS

1. Finalize relocation and expansion of the Child Day Care to South Road Plaza.
2. Finalize relocation and expansion of the Family Resource Center.
3. Continue to encourage and participate in cooperation and collaboration with agencies providing service to Enfield residents.

ACCOMPLISHMENTS

1. Re-accreditation of the Child Day Care Program.
2. Re-certification of the Adult Day Center Program.
3. Youth Services received several awards including one recognizing Enfield's efforts in Suicide Prevention.
4. The Senior Center opened officially in June and continues to have great participation in each activity.



DEPARTMENT STAFF: Standing Left to Right: Marla Hauslaib, Deputy Director; Dorothy Allen, Director; Anna Javorski, Secretary.

ADULT DAY CENTER

PROGRAM INFORMATION AND DATA

The Adult Day Center is in its eighth year of operation. This Medical Model Day Center is certified by the Connecticut Association of Adult Day Centers. It services the elderly and handicapped individuals in Enfield and surrounding towns. Our center provides an array of field trips. Professional nursing services are provided which include administration of medications, respiratory treatments, oxygen therapy, physical therapy, occupational therapy, speech therapy, pacemaker checks, podiatry and hair salon services.

DEPARTMENT GOALS

1. Community outreach.
2. Activities geared toward men.
3. Outdoor garden facility completion.

ACCOMPLISHMENTS

1. Certification with accommodation for three years.
2. Completion of outdoor garden, fenced in with raised flower bed.
3. Lectures on healthy heart, foot care, Alzheimer's and the judicial system.
4. Client council started to do human service projects for the community, e.g., food collection for the community.

DEPARTMENT STAFF

Holly Vannucci RN BSN	Director
Joanne Lyons	CNA
Kathleen Schumann RN	Nurse
Beth Monfette	Secretary
Lynn Daniel	Recreation Director
Darlene Gallagher	CNA
Lorry Brackett	CNA
Marilyn Hare	CNA

CONGREGATE LIVING

PROGRAM INFORMATION & DATA

The lunch program at Mark Twain Congregate operates seven days a week by Social Services of Enfield in cooperation with the housing authority. During the week it is catered by CRT in Hartford. Weekends and holidays are managed by Marianne Robinson. The residents and guests enjoy fresh meals cooked on site. Sundays we create a fun atmosphere by surprising them with activities such as "Christmas in August" or "Funny Hats Day."

DEPARTMENT GOALS

Sundays goal is to reach 100 people, currently we have reached 65.

ACCOMPLISHMENTS

The residents enjoy themselves in the home atmosphere that we create.

DEPARTMENT STAFF

Marianne Robinson	Assistant Project Manager
Susan Berube	Site Manager
Missy Hoffman	Cook
Ericka Pirnie	Cook
Linda Bijolle	Meal Provider

DAY CARE CENTER

PROGRAM INFORMATION & DATA

The Town of Enfield offers affordable Day Care for working parents. The Day Care Center uses a sliding fee scale that addresses both income and family size. The Program is made up of three components: Infant/Toddler, Preschool and School Age. Nutritious meals are provided during the hours of care. The times of operation are Monday-Friday, 6:30 a.m. to 5:30 p.m.

DEPARTMENT GOALS

1. Increase enrollment capabilities through expansion. The South Road site - 144 children; The Family Resource Center, High Street - 88 children.
2. Work within the community to provide services to meet the needs of Enfield families.

ACCOMPLISHMENTS

1. National Association for the Education of Young Children (NAEYC) accreditation.
2. Increased family involvement.
3. Utilization of programs and services offered through local colleges and universities.

DEPARTMENT STAFF

Joan R. Colon	Executive Director
Karen Edelson	Deputy Director
Lisa Kozak	Bookkeeper
Alicia Duquette	Secretary

DIAL-A-RIDE

PROGRAM INFORMATION AND DATA

The purpose of the elderly/handicapped transportation program (Dial-A-Ride) is to provide in-town rides to Enfield residents 60+ or handicapped. Priority is given for medical appointments. Destinations include shopping, personal care, and nursing home visits. The Senior Citizen Bus Committee, a citizen group, the majority of which are participants, raise funds and help to determine policy and procedures. One must pay an annual membership fee of \$60 per year to participate.

DEPARTMENT GOALS

1. Develop computer scheduling program.
2. Provide staff assistance to Senior Citizens Bus Committee in fund raising activities.
3. Develop a manual to include all Dial-A-Ride procedures and required documentation.

ACCOMPLISHMENTS

1. Riders have actively participated in planning regularly scheduled monthly "fun trips" which have enhanced the quality of life for Dial-A-Ride members.
2. In addition, to the full schedule of over 133,000 van miles and over 30,000 rides this past year, Dial-A-Ride has been able to provide out-of-town transportation for medical appointments utilizing a cadre of volunteers.
3. Dial-A-Ride has been fortunate in retaining their full time drivers; our longest Town employed driver has been here for 22 years.



DEPARTMENT STAFF: Arlene Andersen, Coordinator; Jacqueline Prior, Driver; Linda Martin, Driver; Irene Dodson, Driver. Missing from Photo: Joanne Wilson, Driver.

FAMILY RESOURCE CENTER

PROGRAM INFORMATION & DATA

The Alcorn School Family Resource Center (FRC) began in 1998 to support families in the community. The award of an annual state grant for the FRC provides for much of the program's operations.

DEPARTMENT GOALS

1. To offer a supportive environment which encourages family involvement with the schools.
2. To provide parenting support and encouragement to families.
3. To continue to monitor and support the children of Alcorn School.

ACCOMPLISHMENTS

1. The Infant and Toddler program offered weekly morning playgroups to foster parents, daycare providers and children.
2. Wednesday groups were based around children's developmental stages to include sensory motor skills, music, rhythm and movement, and small and gross motor skills. Field trips were a special treat moving out to local farms and orchards as well as to The Children's Museum at Holyoke and Forest Park Zoo.
3. Family Fun Nights included an introduction to theatre, Dads and Kids Night Out, an African Drumming workshop, and a Kids and Computer Series for one to five year olds which was held in collaboration with the Enfield Public Library.

DEPARTMENT STAFF

Peter Black, Coordinator

Carol Handly, Parent Educator

NEIGHBORHOOD SERVICES

PROGRAM INFORMATION & DATA

This division's responsibilities include making sure that all Enfield residents get the direction and assistance they need to help make ends meet. Whether, through referral to agencies that can help or by applying for programs administered by us for the State of Connecticut or by supplying basic needs through fund drives.

DEPARTMENT GOALS

1. To continue to be successful directing residents to appropriate agencies.
2. To strive to supply residents with basic needs through collections.
3. To always present a friendly face and an encouraging smile.

ACCOMPLISHMENTS

1. Since January of 2003 we have handed out over 200 quilts to low-income residents.
2. We have supplied over 50 children with backpacks and school supplies through a collection held throughout the Town.
3. We helped 45 Enfield children with shoes for back to school by giving them a gift card for \$30.



DEPARTMENT STAFF: Standing Left to Right: Marie Schook, Green Thumb Worker; Erin Tynan, Caseworker; Linda Sokolowski, Coordinator; Andrea Ruggiero, Secretary. Missing from Photo: Nicky James, Intake Worker; Tom Crank, Intake Worker.

SENIOR CENTER

PROGRAM INFORMATION & DATA

The new Senior Center, located at 299 Elm Street, serves as the Town's focal point for services to older adults. Those in the community who have reached the age of 55 have the opportunity to work out in the new Fitness Center, learn to dance, take tai chi or yoga, explore their creative side in painting, ceramics and craft classes, enjoy a noon meal, learn about computers with the latest technology, take a trip for a day, weekend or longer and participate in many social events and activities. Services such as tax assistance, Medicare assistance, blood pressure and foot care screenings, massage therapy and information and referral are provided.

DEPARTMENT GOALS

1. To serve as a resource for all community mature adults and provide opportunities for learning, leadership, volunteerism and social activities.
2. To provide awareness and outreach to community older adults about services available.
3. To provide warm and an inclusive environment for all community elders.

ACCOMPLISHMENTS

1. Moved into a new facility, hosted Grand Opening Week and transitioned existing activities.
2. Began Senior Yoga, Chair Yoga, Ballroom Dance and Tap classes.

3. Opened Fitness Center.
4. Attendance at noon meal and in activities was increased by 400%.



DEPARTMENT STAFF: Seated: Susan Lather, Director. Standing Left to Right: Ruth Moxom, Administrative Assistant; Nancy Darrah, Program Coordinator; Elaine Olson, Secretary; Susan Gouin, Health and Fitness Coordinator.

JANUARY 2004

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				1 NEW YEAR'S DAY ---- Town Hall Closed Trash Collection Delayed One Day	2	3
4	5 Town Council 7:30 pm	6 Cultural Arts 6:30 pm	7	8 Revitalization 7:00 pm ---- Planning & Zoning 7:30 pm	9	10
11	12	13 Conservation 7:00 pm ---- Board of Education 7:30 pm	14 Beautification 7:00 pm	15	16	17
18	19 MARTIN LUTHER KING JR DAY ---- Town Hall Closed Trash Collection Delayed One Day	20 Inland Wetlands 7:30 pm ---- Town Council 7:30 pm	21	22 Planning & Zoning 7:30 pm	23	24
25	26 Library Board 8:30 am ---- Zoning Board of Appeals 7:00 pm	27 Board of Education 7:30 pm	28 Historic District 7:00 pm	29	30	31

YOUTH CENTER

PROGRAM INFORMATION & DATA

The Youth Center is a component of the Youth Services Division. It is open to any Enfield youth between the ages of 10 to 16 who are currently enrolled in school. The center is run collaboratively with the Community Police and Recreation Department.

DEPARTMENT GOALS

1. To increase membership by outreaching to schools.
2. To involve more parents/families in activities.
3. To increase membership on the Youth Advisory Board.
4. To evaluate transportation and its effects on membership.

ACCOMPLISHMENTS

1. Provided sixteen ongoing enrichment clubs.
2. Hired six permanent part-time staff.
3. Established a Youth Center Advisory Board.
4. Provided monthly community family activities.

DEPARTMENT STAFF

Christie Amsden	Coordinator
Justin Alaimo	Youth Center Assistant
Amy Carlander	Youth Center Assistant
Candace Herzog	Youth Center Assistant
Sandra Phillips	Youth Center Assistant
Marcia Phillips	Youth Center Assistant
Kathlene Salus	Youth Center Assistant
John Shepard	Youth Center Assistant
Denise Silva	Youth Center Assistant

YOUTH SERVICES

PROGRAM INFORMATION & DATA

Enfield Youth Services (EYS) strives to meet the highest professional standards with regard to providing services to youth and families based upon the philosophy of Positive Youth Development. Positive Youth Development includes recognizing youth as resources and actively engaging youth in decision-making processes. It provides programming that encourages the healthy

growth and development of each youth with the goal of empowering them to become productive members of their respective communities. Positive Youth Development values the role of the family and provides services to enhance the quality of home and community life.

DEPARTMENTAL GOALS

1. To establish EYS as a reliable resource to the Enfield community by establishing core services for youth, families and the community.
2. EYS will meet with key community people to promote and identify needed services and supports for youth and families.
3. EYS will follow up with referral sources to evaluate effectiveness of programs in order to modify existing programs and develop future programming.
4. EYS will continue to develop policies and procedures as well as developing one system for registering and tracking utilization patterns for participants in programs for both Youth Services and Youth Center.
5. EYS will upgrade all counseling related forms to meet legal and HIPPA regulations.

ACCOMPLISHMENTS

1. Completed new combined mission statement, established common management goals and objectives for the following year.
2. Developed and implemented a best practice and professional expectations manual for staff and volunteers.
3. Protocols have been developed to ensure that all youth involved in our programs have parental consent and all counseling services will have identified goals, six session case reviews, depression and suicide screenings.
4. EYS has expanded community and collaboration representation to a total of seventeen community, regional, and state wide organizations and committees.
5. Completed the mentoring program with students from Enfield and Fermi High School and Enfield Street School.
6. Implemented an active and involved Youth Advisory Board and PAWS Leadership Core Group.
7. Increased core programs from 16 participants to 35 including 4 groups of parents.



DEPARTMENT STAFF: Standing Left to Right: Alice Brewczynski, Senior Youth Counselor; Jean Haughey, Director; Barbara Sanchez, Secretary; Teresa Strider, Receptionist; Jennifer Miller, Youth Counselor; Joan Kokosa, Youth Counselor; Jason Moriarty, Senior Youth Counselor.

HUMAN RESOURCES

PROGRAM INFORMATION AND DATA

The Human Resources Department is responsible for recruitment and selection, employee benefit programs, training of all Town employees, employee assistance programs, worker's compensation, job safety, personnel administration and labor relations. The office is responsible for resolving all labor contracts and grievances and assists the Enfield Board of Education with these matters as requested.

DEPARTMENT GOALS

1. Reduce/contain the budget impact of personnel related costs, health insurance, labor contracts and the worker's compensation program.
2. Help forge stronger labor-management relations.
3. Provide employee training and other programs to improve productivity and provide exceptional customer service.
4. Continue to assist the Information Technology Department in the development of an intranet system for Town employees to access relevant work information.
5. Develop an on-line application for interested job candidates.

ACCOMPLISHMENTS

1. Reduced the cost of advertising significantly.

2. Introduced a new jobs hotline (253-5001) to let applicants know what positions are currently available.



DEPARTMENT STAFF: Seated Left to Right: Gail Miller, Training/EAP Coordinator; Darlene McGuire, Benefits Administrator. Standing Left to Right: Dawn Maselek, Personnel Administrator; William Mahoney, Director.

FEBRUARY 2004

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2 Town Council 7:30 pm	3 Cultural Arts 6:30 pm ---- Inland Wetlands 7:00 pm	4	5 Plannig & Zoning 7:30 pm	6	7
8	9	10 Conservation 7:00 pm ---- Board of Education 7:30 pm	11 Beautification 7:00 pm	12 LINCOLN'S BIRTHDAY ---- Trash Collection Delayed One Day ---- Revitalization - 7:00 pm	13	14
15	16 PRESIDENTS' DAY ---- Town Hall Closed Trash Collection Delayed One Day	17 Inland Wetlands 7:30 pm ---- Town Council 7:30 pm	18	19 Planning & Zoning 7:30 pm	20	21
22	23 Ethics Commission 7:00 pm ---- Zoning Board of Appeals 7:00 pm	24 Board of Education 7:30 pm	25 Historic District 7:00 pm	26	27	28
29						

DEPARTMENT OF LIBRARIES

PROGRAM INFORMATION & DATA

The Enfield Public Library provides multiple resources to meet the educational, cultural, recreational and technological needs of the community. Through excellent customer service, we offer equitable access to all and create a friendly and safe atmosphere of learning.

DEPARTMENT GOALS

1. Increased emphasis on children and young adult services, collection development improvements, renovation of the children's room, more programming opportunities including Pearl Street, outreach initiatives, schools, recreation, etc.
2. Increase circulation of collection; continue the development



Library Personnel Enjoying a Day Participating in the Fourth of July Parade!

of enhanced AV collection including books on CDs, videos, DVDs and the development of MP3 audiobooks.

ACCOMPLISHMENTS

1. Increases continued in circulation, program attendance and library attendance. Circulation up 18%, Program Attendance up 16.7%, Library Attendance up 9.6%.
2. Our first ever "One Book" program was instituted. Continuing into next year we will be coordinating town-wide programming around "The Wonderful Wizard of Oz."
3. We were the recipient of the "2003 CLA Excellence in Public Library Service Award" for last summer's **Summer Reading is Groovy** Program. This is the top award given to a library in the State of Connecticut.
4. Working with the schools, we offered library card days at the two high schools and the junior high. Establishing a direct electronic link with our patron database, we issued more than 550 cards. We are the first library in Connecticut to issue cards at the schools in this manner.

DEPARTMENT STAFF

Henry Dutcher	Director
Mary Palomba	Assistant Director
Kristen Frost	Head Children/Teen Services
Cheryl Beturne	Reference Librarian
Yvonne Wollenberg	Circulation Manager
Barbara Nosal	Branch Manager
Colleen Santanella	Administrative Assistant

MARCH 2004

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
	1 Town Council 7:30 pm	2 Cultural Arts 6:30 pm ---- Inland Wetlands 7:00 pm	3	4 Planning & Zoning 7:30 pm	5	6
7	8	9 Conservation 7:00 pm ---- Board of Education 7:30 pm	10 Beautification 7:00 pm ---- Prison Liaison 7:00 pm	11 Revitalization 7:00 pm	12	13
14	15 Town Council 7:30 pm	16 Inland Wetlands 7:00 pm	17	18 Planning & Zoning 7:30 pm	19	20
21	22	23 Board of Education 7:30 pm	24 Historic District 7:00 pm	25	26	27
28	29 Zoning Board of Appeals 7:00 pm	30	31			

OFFICE OF THE TOWN ATTORNEY

PROGRAM INFORMATION & DATA

The Office of the Town Attorney provides legal guidance to the Town Council, Town Boards and Commissions, Town officials and the Town's administrative departments. As legal counsel, the Office of the Town Attorney represents the Town and its agencies before State and Federal Courts and administrative agencies and arbitration panels. The office issues legal opinions regarding state and local laws and regulations. It also prepares and reviews contracts, grant applications and deeds to and from the Town. The office also monitors personal injury and property damage cases assigned to outside counsel pursuant to the Town's insurance policies.

DEPARTMENT GOALS

1. To continue to provide preventive and proactive counsel to Town officials, agencies, boards, commissions, the Town Manager and Town staff.
2. Strive to protect and preserve the Town's legal interests through various means, among them: research and write legal opinions; review and draft ordinances, contracts and agreements; vigorously and successfully represent and defend the Town's interests in litigation, claims, arbitration and similar proceedings; oversee and facilitate property acquisitions, sales and condemnations; safeguard and limit the Town's liability; expedite and accelerate resolutions of dormant cases.

ACCOMPLISHMENTS

1. Successfully argued Town of Enfield v. Enfield Shade Tobacco before the State Supreme Court.

2. Commenced several tax foreclosure actions that have resulted in the collection of \$108,000 in delinquent taxes.
3. Assisted in the drafting and revision of several ordinances, including the Vicious Dog Ordinance, the False Alarm Ordinance and the Abandoned Vehicle and Unsightly Materials Ordinance.



DEPARTMENT STAFF: Seated Left to Right: Maureen Hamel, Administrative Legal Clerk; Mary Trask, Legal Secretary. Standing Left to Right: Maria Stavropoulos, Senior Assistant Town Attorney; Mark Cerrato, Assistant Town Attorney. Missing from Picture: Christopher Bromson, Town Attorney.

APRIL 2004						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Planning & Zoning 7:30 pm	2	3
4	5 Town Council 7:30 pm	6 Cultural Arts 6:30 pm ---- Inland Wetlands 7:00 pm	7	8 Revitalization 7:00 pm	9 GOOD FRIDAY ---- Town Hall Closed Trash Collection Delayed One Day	10
11	12	13 Conservation 7:00 pm ---- Board of Education 7:30 pm	14 Beautification 7:00 pm	15 Planning & Zoning 7:30 pm	16	17
18	19 Library Board 8:30 am ---- Town Council 7:30 pm	20 Inland Wetlands 7:00 pm	21	22	23	24
25	26 Ethics Commission 7:00 pm ---- Zoning Board of Appeals 7:00 pm	27 Board of Education 7:30 pm	28 Historic District 7:00 pm	29	30	

ECONOMIC DEVELOPMENT

PROGRAM INFORMATION & DATA

The Economic Development office conducts programs, services and activities aimed at business recruitment, attraction and expansion. The services and programs include economic research, financing, site development, project management, business advocacy, marketing, case management and liaisons to the programs and services of regional, state-wide and national entities; both public and private for the benefit of investment in Enfield so as to create jobs and expand the tax base. The office works in close coordination with all Town departments that can impact investment in Enfield.

DEPARTMENT GOALS

1. Undertake pre-development studies for new business park.
2. Offer professional economic development program and services to Enfield businesses.
3. Increase outreach to Enfield businesses via the internet.
4. Increase efforts to promote workforce training.

ACOMPLISHMENTS

1. Support for new Enfield investments including Sterling Machine, Precision Camera, Tolland Bank, Connecticut Wood Group and major retail redevelopment projects.
2. Improvement of economic development image on Town website.

3. Supervision of North School Request for Proposals and developer selection.
4. Organization of business meetings aimed at improving zoning ordinance and land use regulations.
5. Successful case management of business prospects for financing, property and governmental approvals.

DEPARTMENT STAFF

Raymond Warren
Janice Ouellette

Director
Secretary



MAY 2004						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 Town Council 7:30 pm	4 Cultural Arts 6:30 pm ---- Inland Wetlands 7:00 pm	5	6 Planning & Zoning 7:30 pm	7	8
9	10	11 Conservation 7:00 pm ---- Board of Education 7:30 pm	12 Beautification 7:00 pm	13 Revitalization 7:00 pm	14	15
16	17 Town Council 7:30 pm	18 Inland Wetlands 7:00 pm	19	20 Planning & Zoning 7:30 pm	21	22
23	24 Zoning Board of Appeals 7:00 pm	25 Board of Education 7:30 pm	26 Historic District 7:00 pm	27	28	29
30	31 MEMORIAL DAY ---- Town Hall Closed Trash Collection Delayed One Day					

COURT OF PROBATE

PROGRAM INFORMATION & DATA

The Court of Probate, District of Enfield, is a part of the unique Connecticut probate system of 123 courts. The citizens of Enfield elect the probate judge every four years. Susan L. Warner was first elected in 1994, has been re-elected twice, and continues to serve as the Town's Judge of Probate. The Court serves the Town residents in a variety of areas according to jurisdiction as set out in the Connecticut General Statutes, which includes, but is not limited to, overseeing the administration of decedent's estates and trusts, appointing conservators for incapable adults, appointing guardians for minors and mentally retarded adults, name changes and adoptions. The Court also processes passport applications as an agent for the U. S. Department of State. The Court is self-funded by statutory probate fees, but the Town is required by State law to provide office space, supplies and equipment.

DEPARTMENT GOALS

1. To continue to serve the Town in all areas of jurisdiction as set out by Statute.
2. To continue to streamline procedures to make the Court more efficient in serving the public.
3. To utilize new technology to improve the Courts record-keeping system.

ACCOMPLISHMENTS

1. One of the largest processors of passport applications in the State.

2. One of three Probate Courts in the State chosen to test the expanded Probate computer program.
3. Recognized by the Probate Administrator's office as one of the most efficient Courts in the State.

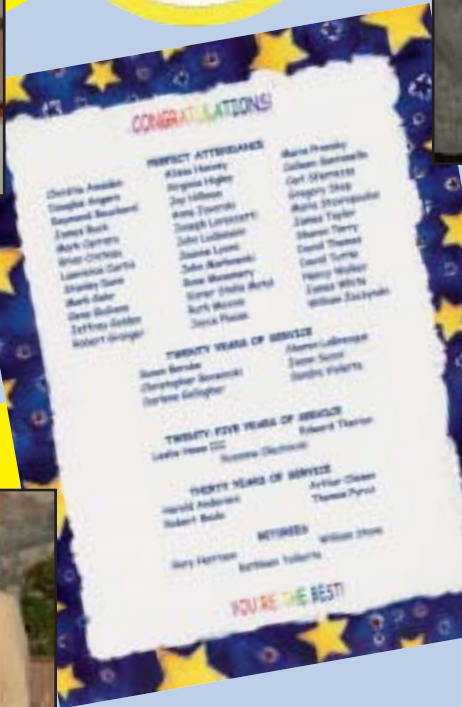


DEPARTMENT STAFF: Standing Left to Right: Linda Chrzanowski, Probate Clerk; Susan L. Warner, Judge of Probate; Rita M. Kemp, Probate Clerk (Retired); Michelle L. Tallis, Assistant Probate Clerk.

JUNE 2004						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Cultural Arts 6:30 pm ---- Inland Wetlands 7:00 pm	2	3 Planning & Zoning 7:30 pm	4	5
6	7 Town Council 7:30 pm	8 Conservation 7:00 pm ---- Board of Education 7:30 pm	9 Beautification 7:00 pm ---- Prison Liaison 7:00 pm	10 Revitalization 7:00 pm	11	12
13	14	15 Inland Wetlands 7:00 pm	16	17 Planning & Zoning 7:30 pm	18	19
20	21 Town Council 7:30 pm	22 Board of Education 7:30 pm	23 Historic District 7:00 pm	24	25	26
27	28 Ethics Commission 7:00 pm ---- Zoning Board of Appeals 7:00 pm	29	30			



L to R: Town Councilman William J. Edgar, Jr.; Christie Amsden, Youth Services, Awarded for Perfect Attendance; Mayor Patrick L. Tallarita



L to R: Town Councilman William J. Edgar, Jr.; Douglas Angers, Fleet Maintenance, Awarded for Perfect Attendance; Mayor Patrick L. Tallarita



L to R: Town Councilman Mary Lou Strom; Joanne Lyons, Adult Day Care, Awarded for Perfect Attendance; Town Councilman Alice Egan



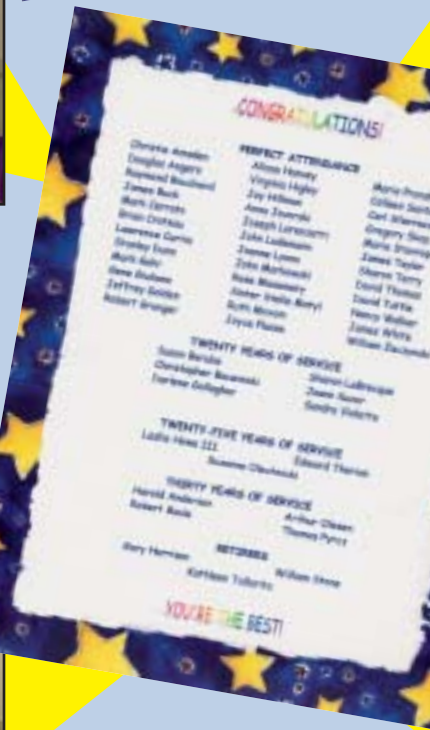
L to R: Town Councilman Mary Lou Strom; Susan Berube, Congregate Living, Awarded for 20 years of Service; Town Councilman Scott R. Kaupin



L to R: Mayor Patrick L. Tallarita; Suzanne Olechnicki, Town Clerk, Awarded for 25 Years of Service; Town Councilman Scott R. Kaupin



L to R: Mayor Patrick L. Tallarita; Officer Thomas Prycz, Awarded for 30 Years of Service; Town Councilman Scott R. Kaupin



TOWN CLERK

PROGRAM INFORMATION & DATA

The Town Clerk's office is responsible for land record management, election/primary returns, registration and statistical analysis of vital records and is the controller of canine, sportsmen and other various licensing. Also, assistance is afforded the public, serving as a communication link between the citizens and their Town Government, providing access to information which is essential to their participation in the democratic process.

DEPARTMENT GOALS

1. To complete review of recreated records.
2. To continue verification of older Town land records to allow merge of information into computerized general index.
3. To plan for the preservation of historical documents and apply for State and other grants, as available.

ACCOMPLISHMENTS

1. Managed the recording and disposition of 14,401 land records, 1,211 vital events, 126 trade names, 74 liquor permits, 4,830 dog licenses, 2,494 sporting licenses.
2. Successful with a grant application to the State of Connecticut Historical Documents Preservation Grant Program for \$12,000.
3. Town Council meeting agendas and minutes are now posted to the Town website.

DEPARTMENT STAFF

Suzanne F. Olechnicki
Karen L. Coolong
Joyce Plasse
Joanne Beckett
Mildred M. Cimino
Colleen Ann Cross
Sandra Oborski
Carol Parda

Town Clerk
Deputy Town Clerk
Assistant Town Clerk
Clerk
Clerk
Clerk
Clerk
Clerk

RECORDS MANAGEMENT

The Records Management Division of the Town Clerk's office is responsible for planning, organizing, directing and controlling a town-wide records management program. Beginning with a comprehensive inventory and appraisal of town records, the division continues to establish standards, procedures and techniques for the effective management and disposition of town records.

1. To continue to maintain and plan for future storage and records management needs.
2. To continue to create and process state records disposal authorizations and maintain a permanent record of disposal with the Town Clerk.
3. To continue to assist Town departments in managing active records through records analysis, creation of file plans, files improvement and equipment recommendations as well as assisting with approved records disposals, retrieval, and research.

DEPARTMENT ACCOMPLISHMENTS

1. Access to information for all departments has been greatly improved. A central data base for locating information continues to grow and provide helpful data to all departments on record.
2. The division has been able to assist departments with the location of maps and other documents enabling a savings of time and money for ongoing town projects.

DEPARTMENT STAFF

Jean E. Blaser
Thomas J. Meyer

Records Manager
Records Clerk

JULY 2004						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5 INDEPENDENCE DAY ---- Town Hall Closed Trash Collection Delayed One Day	6 Cultural Arts 6:30 pm ---- Inland Wetlands 7:30 pm ---- Town Council 7:30 pm	7	8 Revitalization 7:00 pm ---- Planning & Zoning 7:30 pm	9	10
11	12	13 Conservation 7:00 pm ---- Board of Education 7:30 pm	14 Beautification 7:00 pm	15	16	17
18	19 Library Board 8:30 am ---- Town Council 7:30 pm	20 Inland Wetlands 7:00 pm	21	22 Planning & Zoning 7:30 pm	23	24
25	26 Zoning Board of Appeals 7:00 pm	27	28 Historic District 7:00 pm	29	30	31

PUBLIC SAFETY/EMERGENCY MEDICAL SERVICES

PROGRAM INFORMATION & DATA

This newly developed division is responsible for coordinating efforts in the development of an improved Emergency Medical Services (EMS) system for the Town. Current function of EMS is conducted through efforts by the Police Department, fire districts, and the Community Ambulance Fund. During the course of this fiscal year, it is expected that the EMS Department will begin to oversee all aspects of emergency patient care within the Town. Formal relationships will be developed with all functioning departmental providers and a streamlined system will be the end result. Coordination from 911 emergency dispatches, first responders and ambulance personnel will result in improved patient outcomes. A revenue recovery process will be developed and implemented to help offset costs associated to providing enhanced care. A public education/information campaign to make residents aware of the significant transition to the system will occur.

DEPARTMENT GOALS

1. Develop a cost-effective EMS Structure and Implementation Plan no later than December 31, 2003 that consists of, but is not limited to:
 - a. Operating relationships and procedures with non-municipal agents (fire districts, commercial ambulance services, etc.).
 - b. Performance based contracts.
 - c. Quality Assurance.
 - d. Public education to focus initially on new changes in Enfield's EMS System.

- e. Equipment acquisition.
- f. Training.
- g. Other relevant items.

ACCOMPLISHMENTS

1. Placement of Automatic External Defibrillators in all cruisers.
2. Public access defibrillator program.
3. Group buying program as significant cost savings for medical supplies.



DEPARTMENT STAFF

Gary Wiemokly, EMT-P, R.N., MPH

AUGUST 2004						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Town Council 7:30 pm	3 Cultural Arts 6:30 pm	4	5	6	7
8	9	10	11 Beautification 7:00 pm	12	13	14
15	16 Town Council 7:30 pm	17 Board of Education 7:30 pm	18	19	20	21
22	23 Ethics Commission 7:00 pm	24	25	26	27	28
29	30	31				

FINANCE DEPARTMENT

PROGRAM INFORMATION AND DATA

The Department of Finance consists of Five divisions as follows: Assessor, Purchasing, Tax, Treasury and Finance Administration. The Finance Department is responsible for the overall direction and management of the fiscal affairs of the Town, including the following functions: financial reporting and accounting, cash management, collection of all property taxes or special assessments, establishing fair market value of all taxable real and personal property (preparing Grand List) and effective procurement of required goods and services.

In accordance with Chapter V, Section 8 of the adopted Enfield Town Charter, submitted herewith is a recapitulation of information contained in the Comprehensive Annual Financial Report (CAFR) of the Town of Enfield for the fiscal year ended June 30, 2003. By no later than December 31, 2003, unless approved for extension, a complete copy of the CAFR will be submitted and retained on file in the Office of the Town Clerk and available for public inspection.

RESULTS OF FINANCIAL OPERATIONS OF THE GENERAL FUND

Revenues and other financing sources for the general fund (budget basis) totaled \$95,738,195 or 164% over fiscal year 2001-2002. A comparison of revenues from various sources and the changes from fiscal year 2001-2002 are shown in the following tabulation:

General Fund Revenues by Source and Other Financing Sources	Year Ended June 30, 2003	Percent of Total	Increase (Decrease) From June 30, 2002
REVENUES:			
Property Taxes	\$64,766,397	67.65%	\$4,224,884
Licenses, Permits and Fees	328,067	.34	(117,346)
Intergovernmental Revenues	28,189,556	29.44	(2,146,516)
Charges for Services	1,445,444	1.51	312,755
Fines and Forfeitures	28,210	.03	8,835
Uses of Money and Property	29,990	.56	518,807
Other	<u>207,313</u>	<u>.22</u>	<u>(91,445)</u>
TOTAL REVENUES	95,494,977	99.75	1,672,360
OTHER FINANCING SOURCES	<u>243,218</u>	<u>.25</u>	<u>(125,860)</u>
TOTAL REVENUES AND OTHER FINANCING SOURCES	<u>\$95,738,195</u>	<u>100.00%</u>	<u>\$1,546,500</u>

The October 1, 2001 net taxable grand list totaled \$1,993,381,872, an increase of \$163,186,748 or 8.92% over the previous year due primarily to the revaluation effective for this grand list year. With the tax levy for fiscal 2002-03 set at 32.15 mills, the total adjusted current taxes collectible amounted to \$63,963,795. Of this amount \$62,366,374 or 97.5% of the total current levy was collected. This rate of collection is .1% less than the prior year collection rate and represents a continued high rate of collection in the last ten years.

Expenditures and other financing uses for the general fund (budget basis) totaled \$96,934,414, an increase of \$3,008,801 or 3.20% over fiscal year 2001-2002.

Changes in levels of expenditure for major functions of the Town from fiscal year 2001-2002 are shown in the following tabulation:

General Fund Expenditures by Function and Other Financing Uses	Year Ended June 30, 2003	Percent of Total	Increase (Decrease) From June 30, 2002
EXPENDITURES:			
General Government	\$ 3,338,989	3.45%	\$(163,121)
Public Safety	6,830,805	7.05	149,489
Recreation	518,311	.54	(124,950)
Public Works	7,883,172	8.13	313,195
Library	1,057,025	1.09	26,510
Planning and Development	644,818	.67	31,465
Intergovernmental and Interagency	376,486	.39	8,207
Board of Education	60,935,401	62.83	1,719,558
Non-Departmental charges	7,076,109	7.31	780,050
Debt Service	<u>3,351,923</u>	<u>3.46</u>	<u>1,915,784</u>
TOTAL EXPENDITURES	92,013,039	94.92	4,656,187
TRANSFERS TO OTHER FUNDS	<u>4,921,375</u>	<u>5.08</u>	<u>(1,647,386)</u>
TOTAL EXPENDITURES AND OTHER FINANCING USES	<u>\$96,934,414</u>	<u>100.00%</u>	<u>\$3,008,801</u>

FUND BALANCE PHILOSOPHY

The Town of Enfield has consistently maintained an Unreserved and Undesignated Fund Balance of 5-10 percent of total expenditures to ensure the continuity of the orderly operation of the Town and provide the high level of services expected by the electorate, and the continued stability of the tax structure.

DEBT ADMINISTRATION

The statutory legal debt limitation of the Town of Enfield as of June 30, 2003 amounted to \$496,839,952 with the actual total town indebtedness being \$34,500,000 (Roads 2000, Elementary School Project, Senior Center, and Enfield High School library) or 6.94% of the limit.

Current Debt Ratios as of June 30, 2003

Population (as of 7/1/02)	44,987
Net Taxable Grand List, 10/1/01	\$1,993,381,872
Outstanding Debt	34,500,000
Debt Per Capita	767
Debt Ratio to Net Taxable Grand List	1.73%

Current ratings from the two bond rating agencies are as follows:

Moody's Investors Services, Inc.	Aa
Standard and Poors Corporation	AA

ANNUAL AUDIT

Chapter III, Section XI of the Town Charter requires the Town Council to annually designate an independent public accountant or firm of independent public accountants to audit the books and accounts of the Town as provided in the General Statutes of Connecticut. This requirement has been complied with and the report of Kostin Ruffkess & Company, LLC is incorporated with- in the financial section of the Comprehensive Annual Financial Report.

The Finance Department will continue pursuit of its goals: to promote the highest degree of public credibility and confidence in its operations; working to foster and maintain a local government environment which demonstrates fiscal accountability, efficiency, integrity, stability, and relevant equity; and of course, the overall strive towards excellence.

Gregory Simmons, CPA
Director of Finance

FINANCE DEPARTMENT

ADMINISTRATION

PROGRAM INFORMATION AND DATA

The Finance Department provides overall management, direction and planning of the fiscal affairs of the Town; appraises the Town Council and Town Manager of the Town's fiscal position and implications of existing and new policies; and provides financial services to the Town departments and agencies.

DEPARTMENT GOALS

1. To sustain responsible financial management and continue to foster the credibility of the Town of Enfield to the financial community and credit rating agencies.
2. To implement a decentralized purchase order entry and processing system using the existing financial accounting software.
3. To continue to receive the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association.

DEPARTMENT STAFF

Gregory Simmons

Director



ADMINISTRATION, TREASURY AND GENERAL SERVICES STAFF:
Front Row, Standing Left to Right: Sandra Violette, Secretary III; Therese Duwell, Receptionist; Darcy Henderson, Accounting Clerk; Mary Baltronis, Grants Accountant. Back Row, Standing Left to Right: William Strachan, Risk Manager; Rose Masamery, Payroll Clerk; Kimberly Doherty-Marcotte, Deputy Director/Treasurer; Judi Silva, Accounts Payable Clerk; Cathy Cherpak, Purchasing Assistant; Gloria Anderson, Accounting Clerk. Missing from Picture: Jeanne Thibodeau, Receptionist.

TREASURY

PROGRAM INFORMATION AND DATA

This division manages payroll, accounts payable and receivable, and all grant funds in accordance with local, State and Federal legal requirements and accepted financial practices. In addition, the Deputy Director of Finance/Treasurer is charged with the responsibility of managing the Town's investment program.

DEPARTMENT GOALS

1. Continue the automation of all Town funds utilizing the financial accounting software.
2. Improve the integration of services between the Treasury and other departments such as Tax, leading to expanded services available to the taxpayers.

COLLECTION OF REVENUE

PROGRAM INFORMATION & DATA

This division's responsibilities, governed primarily by the Connecticut General Statutes, include the collection of all taxes; real and personal; special assessments such as for sewers; prior years' taxes, interest and penalties. The division also initiates liens against property of which taxes are delinquent and institutes collection procedures.

DEPARTMENT GOALS

1. To continue successful collection of current and delinquent property taxes.
2. To continue to use resources available to provide efficient service to the taxpayers of Enfield.

DEPARTMENT STAFF

Suzanne Guinness

Collector of Revenue

Kimberly Bechard

Delinquent Tax Collector

Bruce Hassler

Tax Clerk II

Alissa Hanvey

Tax Clerk I

ASSESSOR

PROGRAM INFORMATION & DATA

The primary function of the Assessor's office is to establish fair market value of all taxable real and personal property within the Town of Enfield. It is critical that these values are arrived at in a consistent process to achieve the equal distribution of tax responsibility. Seventy percent of market value for the year 2001 will be the basis for the taxation of real estate until the next revaluation. Personal property and motor vehicles are reassessed annually and also reflect

GENERAL SERVICES

PROGRAM INFORMATION AND DATA

- The chief responsibility of the Division of General Services is to carry out the purchasing function. In addition, it is also responsible for informational and mail services, as well as the inventory and management of fixed property and assets.

DEPARTMENT GOALS

1. To continue to provide Town departments with required goods and services at the time and place needed, in the proper quantity and quality.
2. To implement the new fixed asset management system in preparation for Governmental Accounting Standards Board Statement #34 requirements.

21

INFORMATION TECHNOLOGY

PROGRAM INFORMATION & DATA

Technology in the Town of Enfield has evolved into a sophisticated network involving every department in many locations. Over the last five years, the Town's networked environment has changed from a terminal based system to a PC and Web based system using the same technology as the Internet. The network connects approximately 300 PCs and numerous servers in many buildings.

Town Departments' use various servers based Business Applications including: Police Records, Insurance Benefits, Payroll, Human Resources, Fleet Management, Assessor's Records, Tax Collections, Financial Systems, Town Clerk's Records and others. We also use MS Office XP for office automation. Various PC packages such as AutoCAD, Road & Street Inventory, Renter Program, etc., are used for specific department applications.

With the use of this improved environment we have more opportunity to serve the public. The IT Department is working to provide access to information to the public via the Internet. The Town's web site www.enfield.org has become a cornerstone of the Town's E-Government initiative. Recent additions to the web site include applications and forms, the Annual Budget, New Residential Assessment Values, Ordinances, Pictures of Construction Projects, Senior Center and Recreation Program Information. We are con-

tinuing to deliver new services using the Internet to make government in Enfield more accessible for everyone.

The mission of the IT Department is to deliver high-quality, reliable, secure information technology services and to provide forward-looking comprehensive solutions that increase efficiency and bring government closer to people and business.

DEPARTMENT GOALS

1. Service Continuity - Keep the lights on. Continue to provide services necessary to maintain current service levels.
2. Business Needs - E-Government. Move forward with new services for all participants, the community and Town of Enfield departments.
3. Bridge the Digital Divide - Provide consistent information where applicable within the walls of Town Hall and outside the walls of Town Hall. Support services to provide the skill levels necessary to all participants.
4. Provide solutions via Web/Helpdesk/CRM that move government closer to people and business. Mail to: ITDirector@enfield.org or Webmaster@enfield.org.
5. Implement changes to Infrastructure that increase efficiency through remote management of network equipment.

SEPTEMBER 2004						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2 Planning & Zoning 7:30 pm	3	4
5	6 LABOR DAY ---- Town Hall Closed Trash Collection Delayed One Day	7 Cultural Arts 6:30 pm ---- Inland Wetlands 7:30 pm --- Town Council 7:30 pm	8 Beautification 7:00 pm ---- Prison Liaison 7:00 pm	9 Revitalization 7:00 pm	10	11
12	13	14 Conservation 7:00 pm ---- Board of Education 7:30 pm	15	16 Planning & Zoning 7:30 pm	17	18
19	20 Town Council 7:30 pm	21 Inland Wetlands 7:00 pm	22 Historic District 7:00 pm	23	24	25
26	27 Zoning Board of Appeals 7:00 pm	28 Board of Education 7:30 pm	29	30		

6. Add Town buildings to the Infrastructure to provide high-quality, reliable information technological services.
7. Migrate to MS Windows Active directory for servers and to MS Windows XP for clients to providing forward-looking comprehensive solutions.
8. Deliver secure information technology services through the implementation of Network Security Intrusion Detection.

ACCOMPLISHMENTS

1. www.enfield.org Town of Enfield Web Site Improvements.
2. Business Continuity: Support Participants/Security/General Network Health/Desktops/Servers/License and Service Contracts/Software Systems Maintenance/ Software Development/Managing Change and Risk/Using Current Technology.
3. Alarm Ordinance Collections.
4. Help Desk/Self Help Initiative/Active Dispatch Process.
5. Public Safety Extended Systems.
6. Photograph Viewing/Management Software.
7. Fleet Maintenance Operations Software.
8. Fixed Assets Applications.

9. Network Upgrades: WAN Connections/New Senior Center/Central Library/Public Safety Complex/Senior Center Learning Center/ Training Lab.
10. Windows XP Desktop Deployment/Redeployment.
11. Employee Training: MS Windows XP/MS Office XP/Various Software Applications/Photography Software/Digital Photography/ AutoCAD/ Scanning Documents.
12. Server Migrations/Installations.
13. Virtual Town Hall: Calendars/Agendas/Minutes/ Subscription Services.

DEPARTMENT STAFF

Charlene S. Bond	Director
Lori Parker	Technical Project Coordinator
Janet Graham	IT/Telecom Coordinator
Robert Murray	Systems Development Manager
Cynthia Murphy	Systems Analyst
Peter Ohs	Webmaster
Edwin Heaney	Database Analyst
Sharon Renaudette	Programmer/Analyst PT
Stanley Dunn	Programmer/Analyst PT
Don Mei	Network Manager
Carl Merrick	Network Administrator
Wayne Maynard	IT Technician
Robert Sperrazza	IT Technician

OCTOBER 2004						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 Town Council 7:30 pm	5 Cultural Arts 6:30 pm ---- Inland Wetlands 7:00 pm	6	7 Planning & Zoning 7:30 pm	8	9
10	11 COLUMBUS DAY ---- Town Hall Closed Trash Collection Delayed One Day	12 Conservation 7:00 pm ---- Board of Education 7:30 pm	13 Beautification 7:00 pm	14 Revitalization 7:00 pm	15	16
17	18 Library Board 8:30 am ---- Town Council 7:30 pm	19 Inland Wetlands 7:00 pm	20	21 Planning & Zoning 7:30 pm	22	23
24	25 Ethics Commission 7:00 pm ---- Zoning Board of Appeals 7:00 pm	26 Board of Education 7:30 pm	27 Historic District 7:00 pm	28	29	30

PUBLIC SAFETY/POLICE DEPARTMENT

PROGRAM INFORMATION

The overall objectives of the Police Department are to work with the citizens to provide for a safe community where the human rights of all are respected, to detect and apprehend law violators, to enforce laws and ordinances and the preservation of life through the efficient delivery of emergency medical services.

DEPARTMENT GOALS

1. To achieve national recredited status.
2. Automated Fingerprint Identification System to be operational.
3. Train all officers in the use of chemical biological equipment, suits and masks.

ACCOMPLISHMENTS

1. Obtained LOCATOR computer. The division is now connected to a national missing person's network.
2. Completed the eleventh police citizen academy.
3. Completed the fifth youth citizen academy.

4. TRIAD program with seniors.
5. Conducted bullying prevention program in the elementary schools.



Police Department Officers at Recognition Luncheon.

NOVEMBER 2004						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 Cultural Arts 6:30 pm	3 Inland Wetlands 7:00 pm	4 Planning & Zonning 7:30 pm	5	6
7	8 Town Council 7:30 pm	9 Conservation 7:00 pm ---- Board of Education 7:30 pm	10 Beautification 7:00 pm	11 VETERANS' DAY ---- Town Hall Closed Trash Collection Delayed One Day	12	13
14	15 Town Council 7:30 pm	16 Inland Wetlands 7:00 pm	17	18 Revitalization 7:00 pm ---- Planning & Zoning 7:30 pm	19	20
21	22	23 Board of Education 7:30 pm	24 Historic District 7:00 pm	25 THANKSGIVING ---- Town Hall Closed Trash Collection Delayed One Day	26 TOWN HALL CLOSED	27
28	29 Zoning Board of Appeals 7:00 pm	30				

PUBLIC WORKS

ADMINISTRATION

PROGRAM INFORMATION AND DATA

Public Works Administration is responsible for the oversight of the Capital Improvement Program's projects, as well as the eight divisions of the department: Building & Grounds Maintenance, Building Code Enforcement, Engineering, Equipment Maintenance & Repair, Highway Maintenance, Recreation, Solid Waste Collection & Disposal and Water Pollution Control.

DEPARTMENT GOALS

1. Continue to initiate and implement efficiency improvements throughout the department.
2. Proceed to update departmental policies and the emergency plan(s).



Stanley Jablonski Public Works Complex Administrative Staff

BUILDING CODE ENFORCEMENT

PROGRAM INFORMATION AND DATA

The Building Code Enforcement Division is responsible for the State Building Code within the Town. Initial review of developers' building plans are submitted to the Planning and Zoning Commission.

DEPARTMENT GOALS

1. Continue to implement the plan review process with the use of new computer software.
2. Evaluate the building permit process for potential improvement/timeliness.
3. Strive to further enhance customer service.

DEPARTMENT ACCOMPLISHMENTS

1. Issued over 2,000 permits, conducted over 5,000 inspections and reviewed hundreds of building plans, including:
 - Sterling Machine, 4 Peerless Way
 - Panera Bread, Westfield Shopping Town

- Lia Volkswagen, 150 Elm Street
- Enfield High School Library Addition

2. Completed inspections for the ten school additions.

BUILDINGS & GROUNDS MAINTENANCE

PROGRAM INFORMATION AND DATA

The Building & Grounds Maintenance Division is responsible for the care and upkeep of fourteen Town buildings and related grounds.

DEPARTMENT GOALS

1. Continue to provide quality, efficient and economic maintenance for the many Town-owned and operated facilities, parks, athletic fields and other areas requiring services.
2. Assess the existing maintenance plan of the entire Public Works Department and set up short and long-term goals and objectives.
3. Re-establish a realistic work-order system that can provide a higher level of service to the many multi-faceted daily functions of the division.

ENGINEERING

PROGRAM INFORMATION AND DATA

The Engineering Division provides design and technical support to various departments and agencies in Town and also assists in the coordination of outside consultants providing development and implementation of Capital Improvement Projects involving Town infrastructure (i.e., ROAD2000). Engineering facilitates infrastructure improvement projects through design consultants and construction contract administration. Engineering compiles and administers sidewalk replacement and drainage contracts. Engineering staff serve Enfield in addressing concerns of the public, providing guidance and overview for developers and their proposals, site plan reviews, subdivision inspections and updating Town maps. Close contacts are maintained with Connecticut DOT in relation to State funded local highway projects, design and construction.

DEPARTMENT GOALS

Continue with the Town-wide ROAD2000 infrastructure project, with completion of roadway, drainage and sidewalk reconstruction work scheduled for this year.

ACCOMPLISHMENTS

1. Road Reconstruction of Sheridan Road, Meade Lane, Putnam Lane, Douglas Road, Perry Lane, Cornell Drive, Cooper Street, Southview Street, Dusthouse Road, Victory Street, St. Thomas Street, Dorothy Street, Audrey Lane, Terrace Circle and Hemlock Drive.
2. Sidewalk Replacement along Steele Road and Weymouth Road.
3. Review of numerous Planning development applications including eight subdivisions (i.e., Shaker Heights Subdivision Taylor Road), commercial developments (i.e., Lia Volkswagen), industrial development (i.e., Sterling Machine) along with all new single family home site plan reviews.

DIVISION STAFF

Jeffrey S. Bord	Town Engineer
John Cabibbo	Assistant Town Engineer
Thomas Salvas	Engineering Technician
Michael D'Agostino	Engineering Technician
Margaret Morgan	Clerical Staff

EQUIPMENT MAINTENANCE & REPAIR (FLEET SERVICES)

PROGRAM INFORMATION AND DATA

The responsibility of this division is to ensure that all equipment in the Public Works Department, Dial-A-Ride, Police Department and the Board of Education is maintained in accordance with State Motor Vehicle Department regulations. The operation of a computerized tracking system for fuel usage, repairs and parts inventory continues.

DEPARTMENT GOALS

1. Continue to utilize the computerized vehicle and equipment maintenance program through work order summary reports, computer work order history and implementation of the Gas Boy System.
2. Utilize the computerized inventory control program to cost effectively maintain Town vehicles.
3. Work to encourage ongoing interdepartmental cooperation and communication in regards to vehicles.



Painting of Town Hall by Building and Grounds Department

PARKING BAN INFORMATION

There will be no onstreet parking for an anticipated snowstorm of 2 inches. Cars will be ticketed and/or towed. The Public Works Department will determine the time a parking ban will be instituted and the length of that ban.

HIGHWAY MAINTENANCE

PROGRAM INFORMATION AND DATA

The responsibility of this division is the maintenance of Town roadways for the safe travel of the public. One of the major components of the roadway maintenance program is the handling of weather related traffic difficulties (i.e., snow and ice control) as well as roadside mowing and signage maintenance.

DEPARTMENT GOALS

1. Continue to maintain and upgrade roadside drainage.
2. Provide assistance to ROAD2000 Paving Program.
3. Continue to provide road repairs for the traveling public's safety.
4. Continue to upgrade and enhance staff training and safety programs.
5. Continue to provide support for other divisions and departments.
6. Review winter snow and ice control program for potential improvements and enhancements.

RECREATION

PROGRAM INFORMATION AND DATA

The Recreation Administration Division is responsible for the operation of the Town's recreation programs. The division provides for the development of new programs to meet the needs and desires of the Town's residents of all ages.

DEPARTMENT GOALS

1. Develop a summer day camp for summer 2004.
2. Replace existing playscapes at Brainerd Park and Green Manor Park.
3. Construct a new skate park at Higgins and upgrade skate equipment at Green Manor Skate Park.
4. Renovate the kitchen and locker rooms at the Angelo Lamagna Activity Center.

ACCOMPLISHMENTS

In November 2002, the Recreation Referendum was defeated. Although this meant that the improvements to the Town's recreational facilities weren't going to happen at this time, the Recreation Division in cooperation with the Department of Public Works found some creative ways to make some improvements to the facilities. They include:

1. Installed a new floor at the Hazardville Playground pavilion.
2. Resurfaced the basketball court at Whit Acres.
3. Installed two new tennis courts at Enfield High School.
4. Installed two temporary outdoor ice skating rinks at Powder Hollow and Town Hall.
5. Enhanced and renovated the pool piping system and installed a new pool pump at the Angelo Lamagna Activity Center.

6. Installed a new lifeguard stand at the Angelo Lamagna Activity Center pool.

The Angelo Lamagna Activity Center continues with renovations to the building:

1. The mirrored room sports new walls, ceiling, floor and blinds. Two new pieces of aerobic equipment were purchased for that room.
2. The Youth Center received a new floor and the room and offices were freshly painted.
3. The gym floor was stripped and resealed.

The Recreation Division continues to implement new administrative changes to provide better services to the residents.

The Recreation Division took over complete administrative responsibilities for the Enfield Youth Basketball League. The staff works closely with the EYBL commission to provide a fun and safe recreational league for over 700 children.



DEPARTMENT STAFF: Standing Left to Right: Mary Keller, Supervisor; Lois Anderson, Secretary; Amy Skrzyniarz, Assistant Recreation Supervisor.

SOLID WASTE COLLECTION & DISPOSAL

PROGRAM INFORMATION AND DATA

The responsibility of this division is the collection and disposal of solid waste, including recyclables generated by Town residents and schools. The division also operates the Transfer Station for residential use. A major cost factor within this division is contractual services which includes the tipping fees for disposal and recycling.

DEPARTMENT GOALS

1. Continue the expansion of the Town-wide residential tipper program.

2. Continue to maintain a protective schedule for addressing residential needs.
3. Ensure compliance with governing State and Federal regulations.
4. Upgrade and enhance staff training, safety programs and ergonomic awareness.

WATER POLLUTION CONTROL PLANT

PROGRAM INFORMATION AND DATA

The responsibility of this division includes the operation of the Water Pollution Control Plant, fifteen pump stations, the maintenance of 200 miles of sanitary sewers, an equal length of storm sewers and the cleaning of 5,500 catch basins.

DEPARTMENT GOALS

1. Continue program of reinvestment in the Town's sanitary sewer treatment facilities: sanitary sewers, pump stations and treatment plant to improve efficiency while reducing operating costs.
2. Provide required staff training needed to adhere to strict Federal and State environmental and safety regulations.
3. Continue odor control measures to further reduce complaints from neighboring areas.



DEPARTMENT STAFF: Standing Left to Right: Dan Parisi, Engineer Technician II; Gloria Cudnik, Clerk Typist; Marvin Serra, Superintendent.

Sandbox Locations	
Abbe Rd & Monroe Dr	John St
Alden Avenue & Enfield Street	Middle Rd
Alden Ave & Hartford Ave	Moody Rd @ Public Works
Asnuntuck St & Prospect St	Old Town Hall - Route 5
Booth Rd & Roy St	Pleasant St & Chapel St
Brainard Rd @ Prudence Crandall	South Rd & Glendale Rd
Broad Brook Rd & Abbe Rd	Taylor Rd & Sheridan Rd
Crescent Lake	Town Hall, Enfield St
Enfield St & Sunset Dr	Wagon Rd & Post Office Rd
Hazard Ave & School St	West Shore Dr
High St/Old Senior Center	Weymouth Rd & Deepwood

PLANNING AND COMMUNITY DEVELOPMENT

PLANNING

PROGRAM INFORMATION & DATA

The Planning Department advises the Town Council, the Town Manager and all other Town departments, as well as the Planning and Zoning Commission, Inland Wetlands and Watercourses Agency, Historic Commission and the Zoning Board of Appeals with respect to all planning and development in the community.

DEPARTMENT GOALS

1. Provide appropriate staff support to the Council for implementing a plan for Northgate.
2. Finalize/update citizen & developer guides to the land use approval process in Enfield.
3. Continue to provide the highest level of technical assistance and professional support to boards, commissions and the general public.
4. Provide local staff support for state and regional commuter rail initiatives in Thompsonville.
5. Update the plan for expanding Village Center zoning in appropriate areas and promote the adoption of design guidelines for the Thompsonville Village and Hazardville Village neighborhoods.
6. Provide staff support for local historic preservation efforts both within the Historic District as well as other areas of concern.
7. Coordinate regulatory review efforts with Economic and Community Development goals in order to promote Enfield as a quality destination both for residents and business.
8. Continue to support planning efforts with appropriate zoning enforcement activities.

ACCOMPLISHMENTS

1. Completed Citizen's Guide for Wetlands permits.
2. Placed Zoning Regulations and Subdivision regulations online.
3. All P&Z agendas, minutes and votes available online.
4. Coordinated Northgate improvement project to be partially constructed this year.
5. Hazardville Village Center Study and new regulations completed.
6. New permit fee ordinance adopted.
7. Continued awareness of historical preservation especially in saving the important architectural features in the Thompson House by working with the building's owner.
8. Instituting the certified local government program for historic preservation.
9. Maintaining digital maps for planning and other uses (such as redistricting).
10. Worked with new owners of Stateline Plaza and Enfield Commons to coordinate reviews of major re-development projects for these plazas.

DEPARTMENT STAFF

José Giner, AICP	Director
Neil Angus	Assistant Planner/Inland Wetlands Agent
Roger Alsbaugh	Assistant Planner
Wayne Bickley, CZEO	Zoning Enforcement Officer
Virginia Higley	Secretary
Barbara Kessler	Clerk/Typist

DECEMBER 2004

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			1	2 Planning & Zoning 7:30 pm	3	4
5	6 Town Council 7:30 pm	7 Cultural Arts 6:30 pm ---- Inland Wetlands 7:00 pm	8 Beautification 7:00 pm ---- Prison Liaison 7:00 pm	9 Revitalization 7:00 pm	10	11
12	13	14 Conservation 7:00 pm ---- Board of Education 7:30 pm	15	16 Planning & Zoning 7:30 pm	17	18
19	20 Town Council 7:30 pm	21 Inland Wetlands 7:00 pm	22	23 Library Closed	24 CHRISTMAS EVE ---- Town Hall Closed Trash Collection Delayed	25 CHRISTMAS
26	27 Ethics Commission 7:00 pm ---- Zoning Board of Appeals 7:00 pm	28	29	30	31 NEW YEAR'S EVE ---- Town Hall Closed Trash Collection Delayed	

COMMUNITY DEVELOPMENT

PROGRAM INFORMATION & DATA

The Community Development Office administers all grant funds awarded the Town through the Small Cities Block Grant and related grant programs. The division is responsible for the administration of residential rehabilitation, housing code enforcement, neighborhood facilities improvements and public service activities. The division also provides technical support to various town organizations including the Loan Review Committee, the Enfield Revitalization Strategy Committee (ERSC), the Fair Rent Commission and the Clean Sweep Committee.

DEPARTMENT GOALS

1. Develop fundable proposals for Small Cities and other grant programs for community development activities.
2. Successfully close out the Freshwater Pond dredging project.
3. Expand the Housing rehabilitation Program to include lead hazard detection and abatement.
4. Build support for the development of a consolidated plan for housing and community development that identifies local housing and community development needs, articulates strategies for addressing those needs and establishes priorities for the expenditure of Community Development Block Grant (CDBG) funds.
5. Maintain a high level of professional support and coordination for community development activities between the various departments and commissions that we serve.
6. Assist the ERSC in addressing its charge including: (1) exploring joining or establishing a program similar to the Main Street Program;

(2) Assist in developing a plan to implement and promote Village District designated areas in Thompsonville and Hazardville in a manner that encourages revitalization and preservation efforts; (3) promote an action plan based on the Town's Plan of Conservation and Development recommendations regarding maintenance of the Town's residential character especially in the areas of historic preservation and heritage.

7. Continue support of a commuter rail station in Thompsonville along with fleshing out plans for adjacent neighborhoods for possible transit oriented development.

ACCOMPLISHMENTS

1. CDBG funding for Freshwater Pond dredging and shore improvements.
2. Assisted in completed Hazardville Village Center Study and new regulations.
3. Continued administration of CDBG programs for community and economic development activities.
4. Identified needs and initiated applications for Small Cities funding in eligible activities and areas.
5. Provided staff support for Strand Preservation activities.

DEPARTMENT STAFF

Laura McMenamin	Director
Debbie Mylek	Accounting Clerk
Richard Metcalf	Housing Code Enforcement Officer
Louis Grimaldi	Project Manager

JANUARY 2005						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 NEW YEAR'S DAY
2	3 Town Council 7:30 pm	4 Cultural Arts 6:30 pm	5	6 Planning & Zoning 7:30 pm	7	8
9	10	11 Conservation 7:00 pm ---- Board of Education 7:30 pm	12 Beautification 7:00 pm	13 Revitalization 7:00 pm	14	15
16	17 MARTIN LUTHER KING JR DAY ---- Town Hall Closed Trash Collection Delayed One Day	18 Inland Wetlands 7:30 pm ---- Town Council 7:30 pm	19	20 Planning & Zoning 7:30 pm	21	22
23	24	25 Board of Education 7:30 pm	26 Historic District 7:00 pm	27	28	29

TOWN OF ENFIELD FIRE DEPARTMENTS

There are five different fire districts in the Town of Enfield. They are the Enfield, Hazardville, North Thompsonville, Shaker Pines and Thompsonville Fire Districts. Of the five districts in Town, only one is manned 24 hours a day. The other four districts are called "Combination Departments." Normally, they are manned from 8:00 a.m. to 5:00 p.m. Monday through Friday with an average of five firefighters per station. These four stations are supplemented with volunteers. These volunteers respond to calls with the proper equipment to handle emergencies within four minutes of being toned out by the Dispatch Center.

**Thompsonville Fire, 11 Pearl Street
745-3365
Chief Michael Mills
Fire Marshal Paul Censki**

The Thompsonville Fire Department was established as a paid department in 1839 with 50 members. It is one of the oldest fire departments in Connecticut. This department is staffed 24 hours a day, seven days a week with 23 members and equipment to manage any type of call they respond to. Since January of this year, the department responded to 1,650 incidents: 85 fires, 129 hazardous materials, 996 Emergency Medical Service (EMS) and rescue incidents, 254 service calls, and 186 false alarms. The station is equipped with two engines and one ladder truck.

**Hazardville Fire, 385 Hazard Avenue
749-8344
Chief/Fire Marshal Jack Flanagan**

Established in 1892 with 25 members, the Hazardville Fire Department is the second oldest department in Town. It is staffed with 40 firefighters and 5 junior (Squad 5) members. Since January of this year, the department responded to 945 incidents: 352 fires, 88 service calls, and 505 EMS calls. The station is equipped with three engines and one ladder truck.

**Enfield Fire Department
Chief/Fire Marshal Edward Richards
Station 1 – 200 Phoenix Ave. 745-1878
Station 2 – 199 Weymouth Rd. 741-3114**

The Enfield District was established in 1896 with 16 members. The Enfield Fire District has two stations to better serve the people in their district. Enfield also has a Hovercraft. This department is staffed with 44 firefighters including 11 cadets. Since January of this year, the department responded to 1,327 incidents: 496 fires and 831 EMS calls. The stations are equipped with three engines, one quint, one tower ladder, one heavy rescue, one mini pumper, one brush truck and one Hovercraft.

**N. Thompsonville Fire, 439 Enfield Street
745-2946
Chief/Fire Marshal Earl Provencher**

The North Thompsonville Fire Department was established in 1914 with 21 members. Along with providing assistance for all people in Enfield, they are called to assist the Longmeadow (Massachusetts) Fire Department. The Department is staffed with 45 firefighters. Since January of this year, the Department responded to 527 incidents: 33 fires, 25 hazardous materials, 155 service calls, 314 EMS calls, and 32 rescue calls. The station is equipped with three engines, one ladder truck, one brush truck and a medium rescue truck.

**Shaker Pines Fire, 37 Bacon Road
749-8552
Chief Thaddeus Soltys II
Fire Marshal David Senatore**

The Shaker Pines Fire Department was established in 1940. Two separate fire districts were combined in 1960, the Shaker Pines Fire Department and the Crescent Lake Fire Department. The Department is staffed with 20 firefighters and one junior firefighter. Since January of this year, the department has responded to 143 incidents: 12 fires, 16 hazardous materials, 89 service calls and 26 false alarms. The station is equipped with three engines, one brush truck, one special service vehicle, one utility truck and one rescue boat.

A Message from the School Administration

July 1, 2003

Dear Enfield Resident:

This annual report provides a brief overview of the 2002-2003 school year in the Enfield Public Schools. Its primary purpose is to increase citizens' awareness in their public schools.

The official enrollment for FY02-03 was 6,853 students. This number includes Head Start and Special Education students. The students were served by a staff of approximately 856 certified and non-certified employees. The approved budget for FY02-03 was \$60,867,120.

The school year saw the completion of several elementary school construction projects. In fact, of the ten construction projects included in the referendum, by year's end only Enfield Street School and John F. Kennedy Middle School still had construction work underway. The new Head Start building was officially named in honor of Elijah Churchill, an Enfield resident who fought in the Revolutionary War and the recipient of the first Purple Heart. The Head Start children moved into their new building in late June 2003. At Henry Barnard School, the new library was dedicated to the memory of Mr. George Perry, Curriculum Director, Principal, and former Enfield Teacher of the Year. Work was also completed at Prudence Crandall School, Nathan Hale School, Hazardville Memorial School, Edgar H. Parkman School, Harriet Beecher Stowe School, and Eli Whitney School. The community can take great pride in these ten construction projects. These projects improved the infrastructure of the K-8 schools and have provided the Town with buildings that will provide decades of service. Construction also got underway on the new library addition at Enfield High School. Having grown from approximately 600 students in 1992 to over 900 students in 2002, the completed addition will be greatly appreciated at EHS.

The Board of Education remained busy with a number of initiatives. For the third consecutive year, the Board attained Board of Education Leadership Award from the Connecticut Association of School Boards. The Board also initiated a new administrative software for personnel and payroll. Working with staff, the Board made several major curriculum upgrades. The State Department of Education also required the District to take action to increase the percentage of Special Education students being educated in the general programs. The District made significant growth in this area this past year.

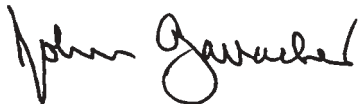
However, the Board's toughest tasks in FY02-03 were budget related. One of their greatest challenges was satisfying the No Child Left Behind (NCLB) legislation that came into play last year. The NCLB contains numerous unfunded mandates that prove challenging in tight budget years. The budget process for FY03-04 provided a 1% increase in new funds from the Town Council. As such, the Board had to make numerous cuts in June that will go into effect for September 2003. The financial situation resulted in the elimination of full-day kindergarten classes and kindergarten teacher aides, a reduction of approximately 20 teaching positions, significant reductions in textbook and supplies lines, and a general reduction in the level of service across the District. Wage and fringe benefit concessions by our Nurses and Administrators provided some relief in the budget process this past year.

As in years past, a steady number of retirements occurred within our teaching and non-certified staffs. The administrative staff witnessed two retirements. Dr. Patricia McKiernan retired as the Principal of Edgar H. Parkman School and Mr. Roy "Gus" Bell retired as the Principal of Nathan Hale School. Dr. McKiernan was replaced by Mrs. Maureen Sample, teacher at Enfield Street School and Mr. Bell was replaced by Mrs. LeAnn Beaulieu, our Academic Intervention Coordinator. Mrs. Bonnie Mazzoli, Reading Teacher, was appointed to the Academic Intervention Coordinator position. The educational community was also saddened by the deaths of two former Board members, Roxy Burke and Paul Gaynor. Both gentlemen gave many years of voluntary service to the District.

As with the rest of the country, the students in Enfield experienced some changes due to the war in Iraq. Enhanced building safety drills and travel restrictions under Orange and Red Alerts were initiated. However, for the most part, the flow of school activities in FY02-03 continued to move in a positive direction. Our students attended schools that provided structure and routine for them during these difficult times. Staff continued to make great effort in reaching out to all students and encouraging them to succeed at school. Many families took advantage of the District's Community Partnership activities. Through a grant from the Graustein Foundation, the District was enabled to expand programs for students and parents. A mentor program for students and an Enfield Goes to Kindergarten Night for parents are but two examples. The individual schools and student bodies were involved in athletic contests, music concerts, school plays, student writing projects, field-trips, graduation ceremonies, and the multitude of events that occur within a school year. Susan Boucher, Science Department Chair at Enfield High was our Teacher of the Year. Many students were recognized for their achievements over the course of the year.

The Strategic School Profile (SSP) is an annual document that your local school prepares annually. The SSP contains a great deal of information about your local schools. You are encouraged to visit your local schools to read the SSP. Also take some time to tour the school and speak to school staff. We appreciate your interest and support.

Sincerely,



John Gallacher, Ph.D.
Superintendent of Schools



BOARD OF EDUCATION: Sitting Left to Right: Nicholas D. Sinsigalli, Jr.; Donna Corbin Sobinski; Kenneth Hilinski, Chairman; Kristen Provencher Hamilton, Vice Chairman; Roger W. Jones, Secretary. Standing L to R: Carol S. Santoski; Albert B. Harrison; Sharon A. Racine; Lynn A. Scull.

Town of Enfield



Description of Town Seal

The Enfield Town Seal is in the shape of a shield, enclosed in a double circle with a compass-like border. At the very top is the year 1683—the year the Town was named and incorporated by the Colony of Massachusetts.

The Town name, Enfield, is inscribed in a scroll contained within the double circles and border under the year. The shield is under the scroll within the circles and border.

At the top of the shield is a five-point crown, the trademark of Hallmark Cards, Inc.

Directly below the crown, within the shield, is a pile of cannon balls with a keg of gun powder on each side, representing the Hazard Powder Company, a manufacturer of gun powder during the Civil War.

A three-bladed propeller is on either side of the powder kegs symbolizing the Crestline Boat Company, a subsidiary of the Bigelow Sanford Company.

The Bigelow Sanford Company trademark, a weavers knot tied by a pair of hands on a pedestal, represents the nation's largest carpet manufacturing company at the time.

A tobacco plant flanks each side of the trademark depicting the Tobacco Valley in which the Town is located.

A star on each side of the shield, centered within the double circles and the border, stands for the Colony of Massachusetts and the Colony of Connecticut. A bottom scroll is inscribed with the state name, Connecticut.

Location

Enfield is located eighteen miles north of Hartford, eight miles south of Springfield, Massachusetts, and easterly of the Connecticut River. A suburb located in Hartford County, Enfield was named and incorporated by the Commonwealth of Massachusetts in 1683 and annexed to Connecticut in 1749.

Area:33.8 square miles

Population:Approximately 45,379

Land Use

There are 22,000 acres of land in Enfield. Of that total, 27% is for residential use. Commercial and industrial land uses are 9%. The Town enjoys 47% of its land devoted to open space. This includes parks, recreation areas, agriculture, and vacant land. Institutional uses comprise of 6%. Roads and waterbodies represent 11% of all acreage.

Form of Government:

Town Council, Town Manager, Board of Education

Town Hall

820 Enfield Street, Enfield, CT 06082

Number of Voting Districts:Nine

US Senators

Christopher J. Dodd258-6940
Joseph I. Lieberman.....549-8463

US Representative

Rob Simmons1-800-822-4319

Governor

John G. Rowland.....566-4840

State Senator

John A. Kissel240-0531

State Representatives

Kathy Tallarita - 58th District.....240-8530
Stephen M. Jarmoc - 59th District240-8791

Town Government

Scott Shanley, Town Manager253-6350

Town Council

Mayor Patrick L. Tallarita,
Councilman at Large741-5161
Deputy Mayor Lewis S. Fiore,
District 4745-2864
Brian H. Peruta, District 1741-5634
William J. Edgar, Jr., District 2745-2920
Scott R. Kaupin, District 3749-1820
Patrick Joseph Crowley,
Councilman at Large745-3671
Frank P. Dodd, Sr.,
Councilman at Large745-8293
Alice Egan, Councilman at Large749-2909
Cynthia Mangini,
Councilman at Large763-0577
John A. Reveruzzi,
Councilman at Large745-6004
John T. Tait, Councilman at Large.....745-4951

Board of Education

Kristen Provencher Hamilton741-5082
Albert B. Harrison741-2347
Kenneth Hilinski749-4187
Roger W. Jones749-7922
Sharon A. Racine745-4776
Carol S. Santoski749-6090
Lynn A. Scull749-2768
Nicholas D. Sinsigalli, Jr.749-3392
Donna J. Corbin Sobinski.....749-9129

DIRECTORY OF TOWN SERVICES

Emergency Number for Fire and Police911

Police Department—Non Emergencies	763-6400
Dog Pound	741-4042

Town Hall—820 Enfield Street253-6300

Assessor's Office	253-6339
Building Code Enforcement.....	253-6370
Economic Development.....	253-6385
Engineering.....	253-6363
Finance	253-6330
Human Resources/Personnel	253-6345
Information Technology	253-6454
Planning	253-6355
Inland/Wetlands.....	253-6358
Purchasing	253-6329
Tax Office/Collector of Revenue	253-6340
Town Attorney	253-6405
Town Clerk.....	253-6440
Town Manager	253-6350
Treasurer	253-6326

Social Services—786 Enfield Street.....253-6395

Adult Day Care	763-7538
Community Development	253-6390
Congregate Living.....	763-7519
Child Day Care	253-6430
Dial-A-Ride.....	253-6410
Emergency Fuel	253-6396
Housing & Code Enforcement.....	253-6386
Neighborhood Services	253-6396
Senior Citizens Center	763-7425
Youth Services	253-6380

Public Works—40 Moody Road763-7520

Highway.....	763-7561
Snow Removal/Leaf Collection	763-7527
Recreation.....	253-6420
Refuse Collection	763-7524
Heavy Trash Collection	763-7560
Water Pollution Control	253-6450

Central Library763-7510

Pearl Street Branch	253-6433
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Town Website.....www.enfield.org

Cover

Live - Photo Courtesy of the Beautification Committee.

Work - Photo Courtesy of the Town Clerk's Office.

Play - Photo Courtesy of a Little League Parent.

ENFIELD PUBLIC SCHOOLS

CENTRAL ADMINISTRATION253-6557

Superintendent of Schools John Gallacher	253-6531
Assistant Superintendent of Schools Anthony Torre.....	253-6533
Adult Education Director Kathy Chapdelaine	763-7032
Athletic Coordinator Trish Witkin.....	253-6524
Business Manager Patricia Brooks.....	253-6557
Curriculum Director PK-6 Linda Cavanaugh	253-6549
Curriculum Director 7-12 Mary Henderson.....	253-6558
Facilities Director Arthur Pongratz	253-6512
Human Resources Director Craig Cooke	253-6538
Music Department Chairperson Marilyn Goodnite	253-6529
Nutritional Services Supervisor Eleanor McDaniel	253-6511
Partnership Coordinator Amy Witbro	253-6552
Pupil Services Director Donna Gittleman.....	253-6518
Pupil Services Coordinator Andrea Brinnel	253-6519
Pupil Services Coordinator Cindy Stamm	253-6519
Technology Coordinator Joanne Kneiss	272-5282
Transportation Susan Smyth.....	253-6534

SCHOOLS

School Closing Hotline	253-5170
Enfield High School	253-5540
Enrico Fermi High School	763-8800
John F. Kennedy Middle School	763-8855
Thomas G. Alcorn School.....	253-6505
Henry Barnard School	253-6540
Prudence Crandall School	253-6464
Enfield Street School	253-6565
Nathan Hale School	763-8899
Hazardville Memorial School.....	763-7500
Edgar H. Parkman School	253-6570
Harriet Beecher Stowe.....	253-6580
Eli Whitney School	763-7540
Head Start.....	253-6470
Terra Nova.....	253-3179

OTHER RUN AGENCIES

Infoline	211
Asnuntuck Community College	253-3000
Better Business Bureau	203-269-2700
Chamber of Commerce	741-3838
Food Shelf.....	741-7321
Health Department, 121 Pearl Street	745-0383
Loaves and Fishes	741-0226
Motor Vehicle	263-5700
Pesticides	424-3369
Probate Court, 820 Enfield Street	253-6305
Registrar of Voters, 820 Enfield Street	
Democratic	253-6320
Republican.....	253-6321
Unemployment Office.....	741-4288